

**RICHMOND CITY PLAN COMMISSION
CITY OF RICHMOND, INDIANA**

**SECONDARY SUBDIVISION APPLICATION
WRITTEN FINDINGS AND DECISION**

S _____

The Application of _____

Applicant's address: _____

Applicant's Email: _____

Requesting Secondary Subdivision Approval of _____ acres located in

Section _____, Township _____, Range _____

In the City of Richmond, _____ Township, Wayne County, Indiana.

Said Subdivision shall be known as _____

Section _____ and shall consist of _____ lots.

The Richmond City Plan Commission now finds:

1. That the minimum width, depth and area of the lots in the proposed Subdivision (**do- do not**) comply with the standards prescribed in the Subdivision Control Ordinance.
2. That the public ways proposed in the Subdivision (**do-do not**) comply with standards prescribed in the Subdivision Control Ordinance for widths, grades, curves and for the coordination with existing and planned public ways.
3. That the provision and/or extension of water, sewer and other municipal services in the proposed Subdivision (**do-do not**) comply with standards prescribed in the Subdivision Control Ordinance.
4. That the plan of the proposed Subdivision (**does-does not**) provide for fair allocations of areas for streets, parks, schools, public and semi-public buildings, houses, utilities, business and industry as prescribed by standards in the Subdivision Control Ordinance.
5. That the plat of the proposed Subdivision (**does-does not**) comply and agree with the plan presented and approved at the primary application.

Under the authority provided by I. C. 36-7-4-700 through I. C. 36-7-4-13 enacted by the General Assembly of the State of Indiana, and all Acts amendatory thereof, and an Ordinance adopted by the Common Council of the City of Richmond, Indiana, and pursuant to the written findings stated above, this plat (**was-was not**) given Secondary Approval by a majority of the members of the Richmond City Plan Commission.

The Commission further decides that the following conditions shall be required:_____

The Commission further decides that the following bonds shall be required:_____

These Written Findings and Decision shall constitute the Official Notice of Decision of the Richmond City Plan Commission.

RICHMOND CITY PLAN COMMISSION

By:_____

President

ATTEST:_____

Executive Secretary

**ADVISORY PLAN COMMISSION
RICHMOND INDIANA
RESPONSIBILITY FORM**

- ✓ Petition - Completed in entirety, including signed and notarized.
- ✓ Filing fee of \$100.00, check payable to "City of Richmond".
- ✓ Include site plan as specified with petition.
- ✓ Return Petition, complete with ALL information, by 4:30 P.M. on the last working day of each month.
- ✓ Plan Department staff prepares Legal Notice of Public Hearing and places the advertisement in local newspaper at least ten (10) days prior to hearing.
- ✓ Plan Department staff mails Notice of Public Hearing to Adjoining Property Owners at least ten (10) days prior to hearing.
- ✓ ***Petitioner or agent MUST be present at hearing.***
- ✓ Hearings are 4th Thursday of each month at 7:00 p.m. — held in Council Chambers on 3rd floor of Richmond Municipal Building, unless notice has been given for change of date.
- ✓ Board will hold Public Hearing and, in most cases, vote on the case the night of the hearing — six (6) votes are required for official action. Vote is a recommendation ***ONLY***.
- ✓ Case then goes before Common Council for Public hearing and final action.
- ✓ Common Council meets the 1st and 3rd Mondays each month. Please check with the Plan Department (765-983-7342 or 7343) for scheduled date of your petition.
- ✓ I / We agree to allow the Planning Office to place an informational sign in our yard for a minimum of 10 days before the Plan Commission Hearing.

I, the undersigned, have read and understand the above requirements and conditions and will abide by them.

Signature of Petitioner or Agent